

# Planning 101

An introduction to planning and zoning in the City of Norfolk



NORFOLK

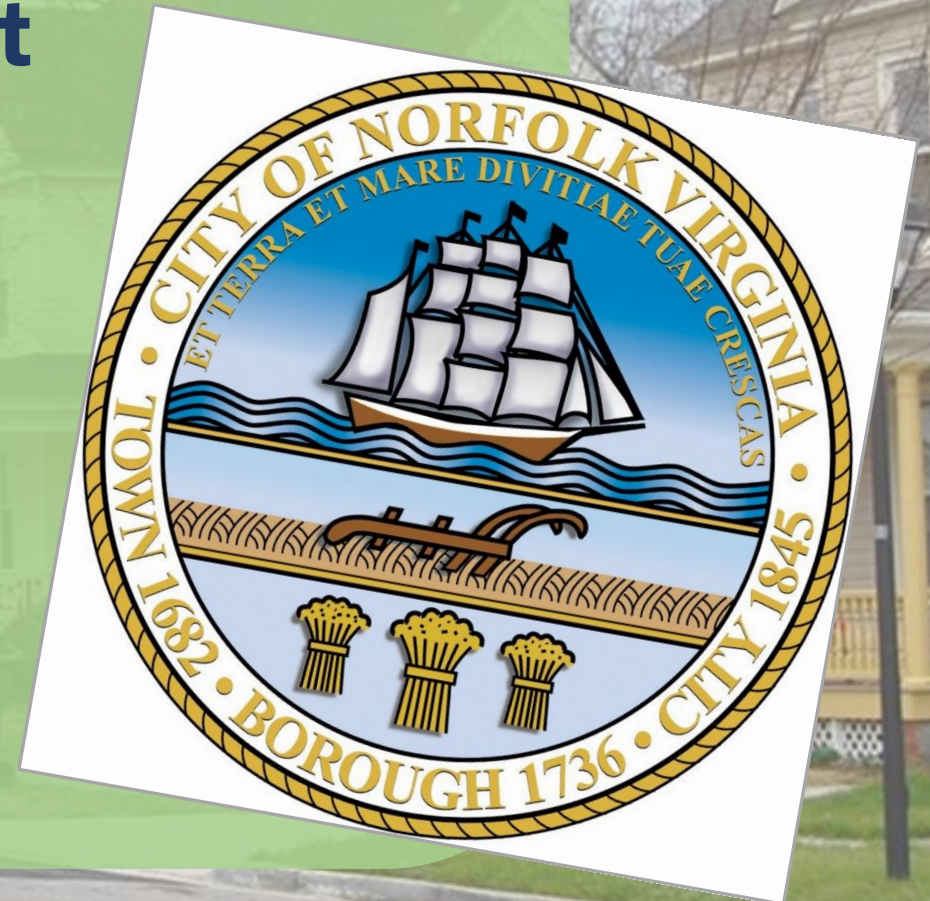


# The goals for this presentation

**Provide an overview of planning and the role of the Planning Department**

**Review the basics of:**

- **The comprehensive plan**
- **The zoning ordinance**
- **Environmental services**
- **Building safety**





# What we will cover...

**Why do we plan?**

**What does the Planning Commission do?**

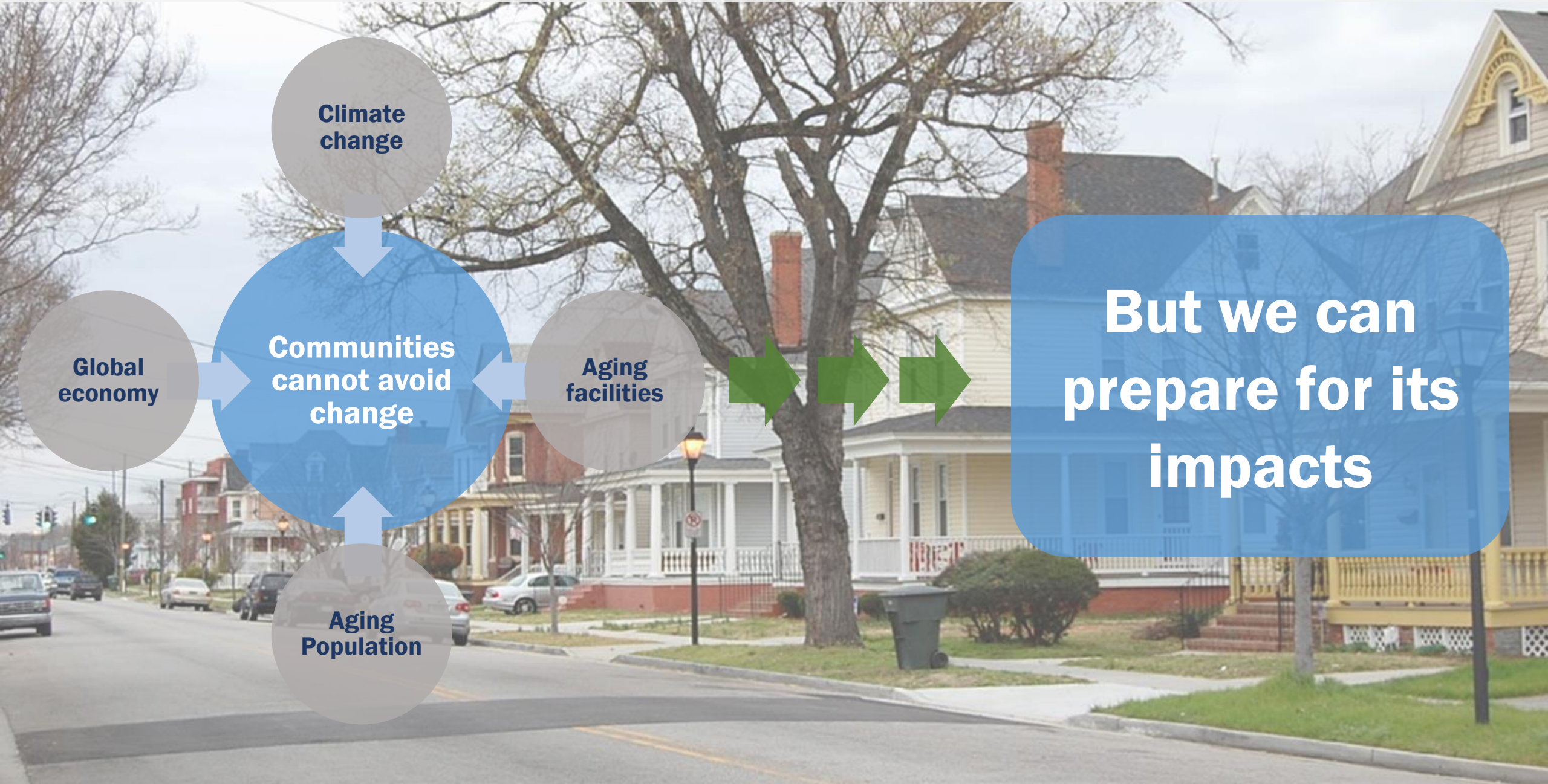
**What is the typical development process?**

**What actions might require a permit or approval from the city?**

**When is a building permit needed?**



# Why plan?





# Planning is about...

**Identifying  
Opportunities**

**Organizing and Coordinating the  
Energies of Citizens and Leaders**

**Avoiding Pitfalls**

**Understanding  
Possibilities**

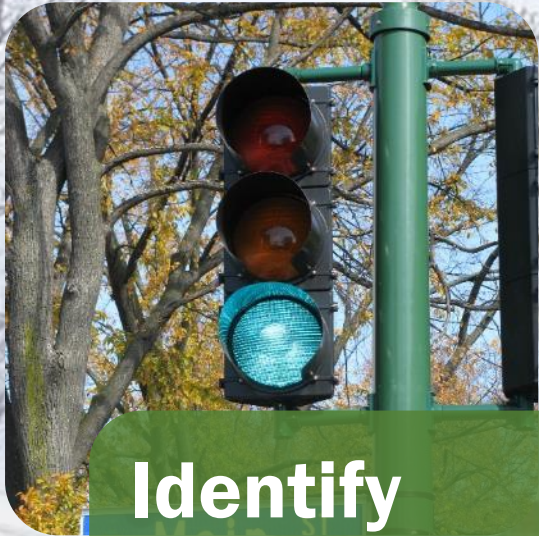


**“The plan is nothing; planning is everything.”**

*Dwight D. Eisenhower*



# The planning process



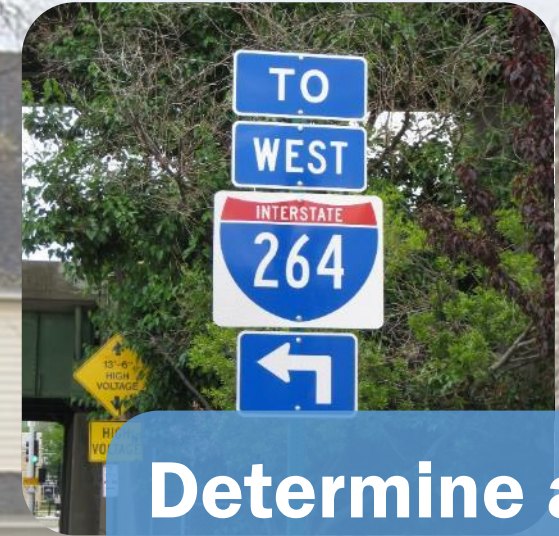
## Identify Possibilities

- Strengths
- Opportunities



## Identify Stressors

- Weaknesses
- Threats



## Determine a Direction

- “Where to go”
- “How to get there”



# The comprehensive plan

**A vision for the community into the future**

- **“Where do we want to go?”**



**A strategy for implementing that vision**

- **“How do we get there?”**



# What is a comprehensive plan

**The foundation  
for decision-  
making**

**Clearly-defined  
vision**

**Actions to  
implement vision**

**Citywide, general  
in scope**

**Long-term,  
20-30 year plan**

**Citizen-driven**

**Public input throughout process,  
Public hearing to adopt**

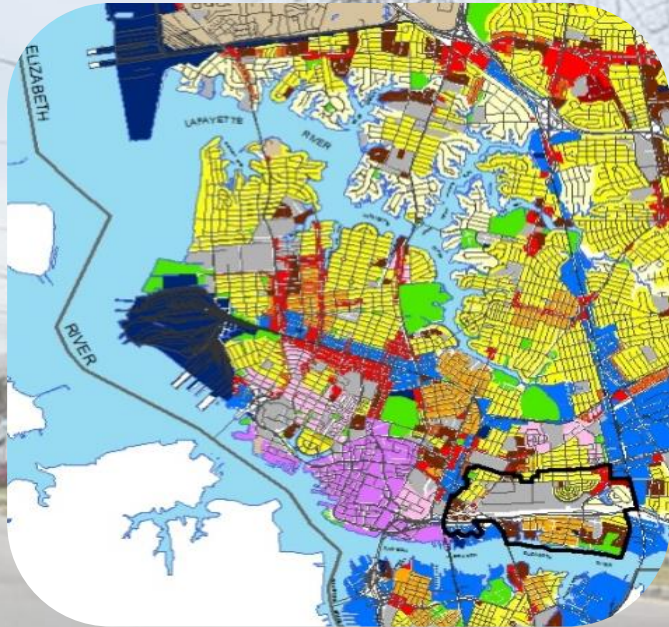


# What does the plan cover?

**Land use policies**

**Transportation**

**Housing**



**Community facilities**

**Economic development**

**Environmental management**

**Historical areas**



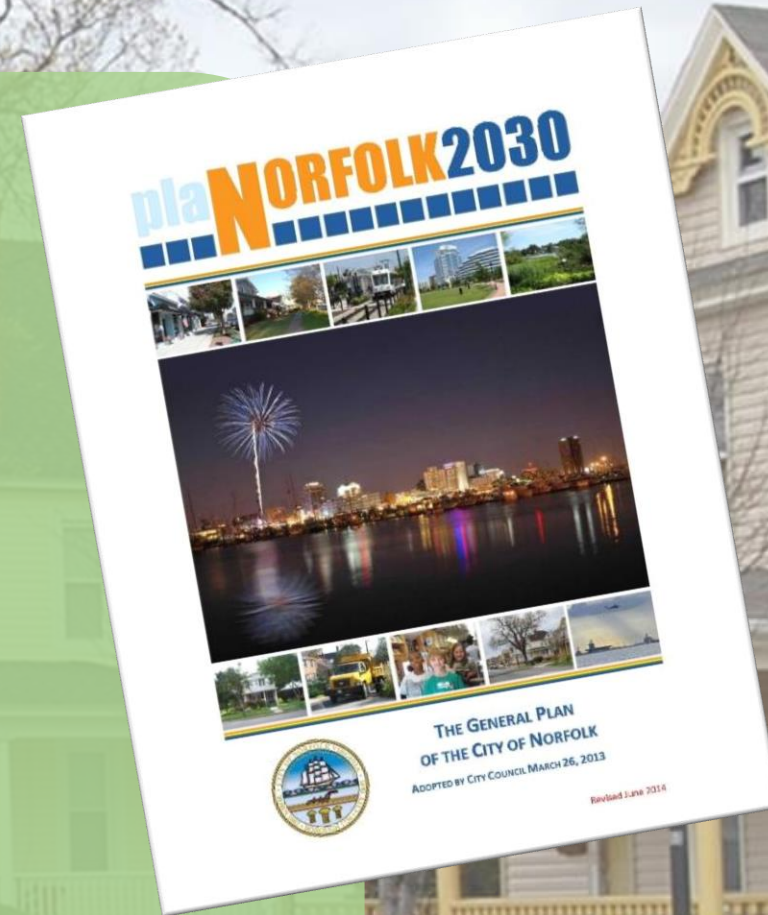
# plaNorfolk2030

## Norfolk's comprehensive plan

- Adopted in 2013
- Replaced prior plan from 1992

Citywide, 20-year time horizon

Developed with implementation in mind





# The Zoning Ordinance

## **Key tool in implementing plan Norfolk 2030:**

- **Controls land use and development form**
- **Establishes processes and procedures**

## **Required by State Code:**

- **Promotes health, safety, and welfare**



# Zoning...land use and development form

Building location  
and setbacks

Off-street parking

Landscaping

Permitted uses

Signage

Building height, bulk, and form

TABLE 10-B—DEVELOPMENT

<i>Standard</i>
<b>Maximum Building Height</b>
All non-residential uses
All residential uses
Mixed uses
<b>Maximum Lot Coverage (% of total lot area)</b>
All uses
<b>Minimum Open Space (% of total lot area)</b>
All uses
<b>Build-To Line (% of total length of building façade)</b>
Fronting a principal street
Fronting a street other than a principal street
<b>Minimum Fenestration (% of the ground floor façade)</b>
Fronting a principal street
Portion of façade allocated to a required use under section
<b>Minimum Ground Floor Active Uses (% of building's g</b>
Fronting a principal street
Fronting a street other than a principal street

(Ord. No. 45,184, § 10(Exh. J), 7-23-13; Ord. No. 45,651, §



# Typical development processes

**By-right  
development**



**The proposed use is allowed**

**Special exception**



**The proposed use is allowed in certain  
circumstances; approval requires  
additional scrutiny**

**Rezoning**



**The proposed use is not allowed under  
the current zoning; change of zoning  
requires additional scrutiny**



# Typical development processes

**By-right**  
**(5 days-2 months)**



- 1 Site plan review**
- 2 Building permit**

**Special Exception**  
**(2-3 months)**



- 1 CPC hearing**
- 2 Council vote**
- 3 Site plan review**
- 4 Building permit**

**Rezoning**  
**(3-4 months)**



- 1 CPC hearing**
- 2 Council hearing**
- 3 Site plan review**
- 4 Building permit**



# Other zoning processes and procedures

**Board of Zoning Appeals**

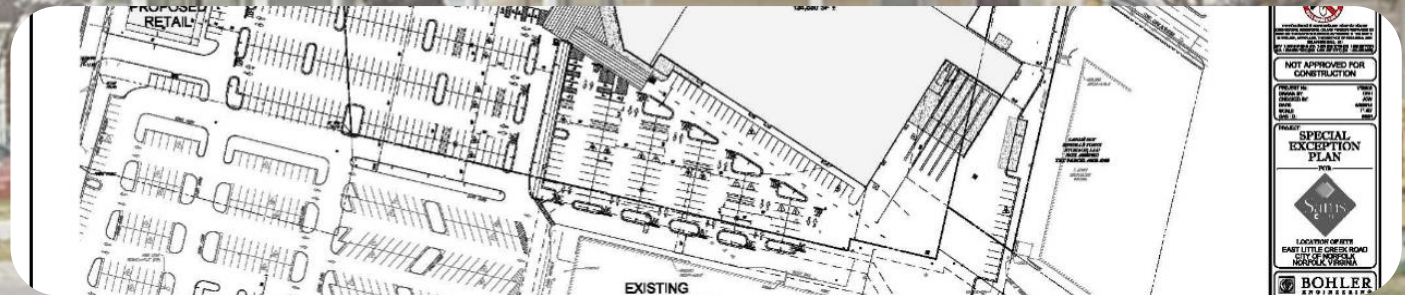
**Zoning enforcement**

**Narrow-lot review**

**Architectural Review Board**

**Historic preservation**

**Site plan review**





# **Environmental services**

**Manages programs that implement  
planNorfolk2030:**

- **Zoning Ordinance requirements**
- **Other City Code provisions**

**Implements the requirements of:**

- **Chesapeake Bay Preservation Act**
- **Erosion and Sediment Control  
Program**
- **Stormwater Management Program**



# Environmental services...programs

**Sand, Beach, and Dune Management  
Advisory Committee**

**Wetlands Board/Erosion Advisory  
Committee**

**Wetland and  
dune restoration**

**Flood zones**

**Tree preservation**





# **Building safety**

**Ensures that buildings are constructed safely and to code**

**Development services center:**

- **Reviews construction plans**
- **Issues building permits**

**Building inspections:**

- **Ensures safety of new construction**
- **Enforces building code**



# Development services center

**Construction plan  
reviews**

**Utility reviews**

**Fire marshal  
reviews**

**Building permits**



**Zoning review of  
business license  
applications**

**Trades permits (electrical, mechanical,  
plumbing, etc.)**



# Things that may require building permits

**Demolishing all or part of a structure**

**Replacing HVAC or mechanical units**

**Interior renovations**

**New electrical service**

**Detached garages or large sheds**

**Decks, pergolas, or handicap ramps**



# Building inspections

Five inspection types:

**1** Footing

**2** Foundation

**3** Framing

**4** Utility rough-in

---

- ✓ Electrical
- ✓ Mechanical
- ✓ Plumbing

**5** Final

---

- ✓ Roofing
- ✓ Siding
- ✓ Doorways



# Other things that may require approval

**New or relocated  
sheds, fences,  
pools, carports**

**New or re-built  
driveways**

**Yard sales**

**Tree removal in  
right-of-way**

**Special events**

**PODs**

**Removing vegetation in or near  
wetlands**



# More information

**Norfolk Department of City Planning**  
**810 Union Street**  
**City Hall 5<sup>th</sup> Floor**

**[www.norfolk.gov/planning](http://www.norfolk.gov/planning)**

**(757) 664-4752**  
**[planning@norfolk.gov](mailto:planning@norfolk.gov)**

